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## Rotary International District 9700 Inc - Youth Exchange Programme

## Club Check List and Compliance Statement - Hosting an Inbound Student

Print C		wishe	es to be certified	
Print C	lub Name			
to host a student,	tudent Name	in the 20	/ 20 cycle	
The undersigned Club members cor confirm what the Club has already Done", the Club members signa requirements laid down in the "Rota completed in the timing required.	nfirm all of the and done. Where a f tures below furt	nswers to the quest task (tasks) has (h ther confirm that t	tions below are ave) been noted they will ensure	truthful and I as "To be all of the
Club President				
Name	Signature		Date / /	
Email address		Telephone		_
Club Protection Officer				
Name	Signature		Date / /	
Email address		Telephone		
Club Youth Programme Officer				
Name	Signature		Date / /	
Email address	·	Telephone		

## **CLUB COUNSELLOR – INBOUND**

The Detains Club of

The Club Counsellor for this Inbound Student:

- has filled in a CL 4 "Rotary Youth Exchange Volunteer Information and Declaration Form" and their references have been checked confirming their suitability. *Done/To be Done* (*Delete as Appropriate*).
- has provided completed Prohibited Employment Declarations (NSW optimal alternate legal form
  of certification in lieu of Police Checks, "Blue Cards") confirming their suitability. Done/To be
  Done (Delete as Appropriate).
- is of the same sex as their student or alternatively their partner will assist as stipulated.
   Done/To be Done (Delete as Appropriate).
- is believed by the Club members responsible for student exchange to be totally impartial in managing a dispute between the student and the host family. **Done/To be Done** (Delete as Appropriate).
- is believed by the Club members responsible for student exchange to meet the criteria laid down. *Done/To be Done (Delete as Appropriate).*
- is aware of their duties and has willingly agreed to carry out these duties. Done/To be Done
  (Delete as Appropriate).
- agrees to participate in the required District Youth Exchange training sessions. Done/To be Done (Delete as Appropriate).
- is not a member of a host family. If a counsellor is hosting, an acceptable alternate counsellor must be appointed for the duration of the hosting. *Done/To be Done* (Delete as Appropriate).

CL 5 D9700 V2 HOSTING INBOUND STUDENT

HO	ST	FA	M	ILI	ES

It is the Club's intention to have		host families
	Insert Number	
The following host families have:		

- been visited on an arranged and on an unannounced basis, briefed and interviewed in their home and their suitability confirmed.
- provided completed Prohibited Employment Declarations (NSW optimal alternate legal form of certification in lieu of Police Checks, "Blue Cards") of all resident adults (18 years and over) confirming their suitability.
- filled in a CL 4 "Rotary Youth Exchange Volunteer Information and Declaration Form" for all resident adults (18 years and over) and their references have been checked confirming their suitability.

Members Family No. 1		
Name	Signature	Date / /
Email address  • Done/To be Done (Delete as	Telephone S Appropriate).	
Members Family No. 2		
Name	Signature	Date / /
Email address  • Done/To be Done (Delete as	Telephone S Appropriate).	
Members Family No. 3		
Name	Signature	Date / /
Email address  • Done/To be Done (Delete as	Telephone S Appropriate).	
Members Family No. 4		
Name	Signature	Date / /
Email address  • Done/To be Done (Delete as	Telephone S Appropriate).	
Inbound Student Counsellor		
Name	Signature	Date / /
Email address	Telephone	

For a Rotary Club to be involved in hosting an exchange student this form is to be returned to the District Youth Exchange Co-ordinator no later than 15<sup>th</sup> day of the month preceding the month of their arrival

The Club Protection Officer is to retain a copy of this form for one year following the completion of the student's exchange and then destroyed.

The District Committee is to retain the original for five years.

CL 5 D9700 V2 HOSTING INBOUND STUDENT